



**DESERT HEALTHCARE DISTRICT**  
**Special Finance, Legal, Administration, & Real Estate Committee Meeting**  
**June 11, 2019**

**A special meeting of the Finance, Legal, Administration, & Real Estate Committee of the Desert Healthcare District will be held at 4:00 PM, Tuesday, June 11, 2019, in the conference room on the 2<sup>nd</sup> floor of the Jerry Stergios Building, 1140 N. Indian Canyon Drive, Palm Springs, California.**

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**AGENDA**

**I. CALL TO ORDER**

**II. APPROVAL OF AGENDA**

**III. PUBLIC COMMENT**

At this time, comments from the audience may be made on items not listed on the agenda that are of public interest and within the subject-matter jurisdiction of the District. The Committee has a policy of limiting speakers to not more than three minutes. The Committee cannot take action on items not listed on the agenda. Public input may be offered on an agenda item when it comes up for discussion and/or action.

**IV. APPROVAL OF MINUTES**

1. F&A Minutes – Meeting May 14, 2019 – Pg. 2-5

**V. CEO REPORT**

**VI. CHIEF FINANCIAL OFFICER'S REPORT – Pg. 6**

1. LPMP Leasing Update – Pg. 7

Information

**VII. FINANCIAL REPORTS**

**ACTION**

1. District and LPMP Financial Statements – Pg. 8-19
2. Accounts Receivable Aging Summary – Pg. 20
3. District - Deposits – Pg. 21
4. District - Property tax receipts – Pg. 22
5. LPMP – Deposits – Pg. 23-24
6. District – Check Register – Pg. 25-26
7. Credit Card – Detail of Expenditures – Pg. 27
8. LPMP – Check Register – Pg. 28
9. Retirement Protection Plan Update – Pg. 29
10. Grant Payment Schedule – Pg. 30

**VIII. OTHER MATTERS**

1. Consideration to Approve Las Palmas Medical Plaza Landscape Service Proposal – Pg. 31-38

**ACTION**

**IX. ADJOURNMENT**

*If you have any disability which would require accommodation to enable you to participate in this meeting, please email Andrea S. Hayles, Special Assistant to the CEO and Board Relations Officer, at [ahayles@dhcd.org](mailto:ahayles@dhcd.org) or call (760) 323-6110 at least 24 hours prior to the meeting.*



**DESERT HEALTHCARE DISTRICT**  
**SPECIAL MEETING OF THE FINANCE, ADMINISTRATION, REAL ESTATE, AND LEGAL COMMITTEE**  
**MEETING MINUTES**  
**May 14, 2019**

<b>Directors Present</b>	<b>District Staff Present</b>	<b>Absent</b>
Chair/Treasurer Mark Matthews Vice-President Leticia De Lara Arthur Shorr, Community Member	Chris Christensen, Interim CEO and CFO Donna Craig, Senior Program Officer Stephen Huyck, Accounting Manager Andrea S. Hayles, Clerk to the Board	

<b>AGENDA ITEMS</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>I. Call to Order</b>	Chair Matthews called the meeting to order at 2:10 p.m.	
<b>II. Approval of Agenda</b>	Chair Matthews asked for a motion to approve the Agenda.	<b>It was moved and seconded (Vice-President De Lara, Community Member Shorr) to approve the agenda. Motion passed unanimously.</b>
<b>III. Public Comment</b>	None	
<b>IV. Approval of Minutes</b> <b>1. F&amp;A Minutes – Meeting April 9, 2019</b>	Chair Matthews asked for a motion to approve the F&A Committees minutes.	<b>It was moved and seconded (Vice-President De Lara, Community Member Shorr) to approve the minutes. Motion passed unanimously.</b>
<b>V. CEO Report</b>	Chris Christensen, Interim CEO, explained the volunteer community members and the Board's approved policy to add up to four volunteer community members to the F&A Committee. An advertisement will be placed in the local newspapers with interviews commencing in June.	
<b>VI. Chief Financial Officer's Report</b> <b>1. LPMP Leasing Update</b>	Chris Christensen, Interim CEO, explained that the preliminary audit will begin next week and commence again in early August. The annual budget is up for review and will be	

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	<p>presented at today's committee meeting.</p> <p>There are currently three vacant suites at Las Palmas Medical Plaza. The committee approved Coldwell Banker Commercial to engage in marketing the vacant units to fill the vacancies.</p>	
<b>VII. Financial Reports</b> <b>1. District and LPMP Financial Statements</b> <b>2. Accounts Receivable Aging Summary</b> <b>3. District – Deposits</b> <b>4. District – Property Tax Receipts</b> <b>5. LPMP Deposits</b> <b>6. District – Check Register</b> <b>7. Credit Card – Detail of Expenditures</b> <b>8. LPMP – Check Register</b> <b>9. Retirement Protection Plan Update</b> <b>10. Grant Payment Schedule</b>	<p>Chris Christensen, Interim CEO, described and reviewed the financials with the committee.</p>	<p><b>It was moved and seconded (Community Member Shorr, Vice-President De Lara) to approve the April 2019 District Financial Reports - Items 1-10 and to forward to the Board for approval. Motion passed unanimously.</b></p>
<b>VIII. Other Matters</b> <b>1. District and RPP Investment Reports 1Q19 – Keith Stribling, High Mark Capital</b>	<p>Chris Christensen, Interim CEO, introduced Keith Stribling, CFA, Investment Officer, High Mark Capital Management. Mr. Stribling provided an overview of the Desert Hospital Retirement Plan describing the Performance Report and a summary of activity by quarter. The fixed-income analysis portfolio and summary investment performance were also explained.</p> <p>Vice-President De Lara expressed concern with the</p>	

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	Coca-Cola Co. investment. The policy states that no investments shall be made in stocks or holdings of companies which manufacture or sell tobacco products, or securities of companies in the soft drink or restaurant industries. Mr. Stribling will make the appropriate changes to the investments to ensure no soft drink company or manufacturer is included in the investments.	
<b>2. Investment Policy Resolution #19-06 FY 2019-2020</b>	Chris Christensen, Interim CEO, explained the Investment Policy Resolution and the exclusion of investments such as tobacco products, soft drink companies, or companies in the restaurant industries.	<b>It was moved and seconded (Community Member Shorr, Vice-President De Lara) to approve the Investment Policy Resolution #19-06 FY 2019-2020 and forward to the Board for approval. Motion passed unanimously.</b>
<b>3. Legal Counsel Rate Increase</b>	Chris Christensen, Interim CEO, described the District counsel's current length of service with the District, also detailing the yearly expenditure.	<b>It was moved and seconded (Community Member Shorr, Vice-President De Lara) to approve the legal counsel rate increase and forward to the Board for approval. Motion passed unanimously.</b>
<b>4. FY 2019 – 2020 Salary Range Proposal &amp; Job Descriptions</b>	Chris Christensen, Interim CEO, explained the proposed salary range and any potential changes once a new CEO is hired, also reviewing the job descriptions with the committee. Section 10.a. – Principal Duties and Responsibilities of the Program Officer and Outreach Director will be modified to exclude the term "solicit" as required by AB 2019 compliance.	<b>It was moved and seconded (Vice-President De Lara, Community Member Shorr) to approve the FY 2019-2020 Salary Range Proposal and Job Descriptions and forward to the Board for approval. Motion passed unanimously.</b>



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<p><b>5. FY 2019 – 2020 Annual Budget Review</b></p>	<p>Vice-President De Lara inquired about the salary range of the Program and Research Analyst. Mr. Christensen explained that salary comparisons were explored.</p> <p>Chris Christensen, Interim CEO, provided an overview of the Statement of Income and Expense including the Las Palmas Medical Plaza, detailing a net profit of \$295K. The details of the \$300K east valley funding line item were explained, and Mr. Christensen provided an overview of the Directors and Employee Expenses. The stipend budgeted line item will be revised from five (5) meetings to up to six (6). The property tax revenue was also reviewed.</p>	<p><b>It was moved and seconded (Community Member Shorr, Vice-President De Lara) to approve the FY 2019-2020 Annual Budget and forward to the Board for approval. Motion passed unanimously.</b></p>
<p><b>IV. Adjournment</b></p>	<p>Chair Matthews adjourned the meeting at 3:21 p.m.</p>	<p><b>Audio recording available on the website at <a href="http://dhcd.org/Agendas-and-Documents">http://dhcd.org/Agendas-and-Documents</a></b></p>

ATTEST: \_\_\_\_\_  
Mark Matthews, Chair/Treasurer Finance & Administration Committee  
Desert Healthcare District Board of Directors

*Minutes respectfully submitted by Andrea S. Hayles, Clerk of the Board*



## **Chief Financial Officer's Report**

**June 11, 2019**

### **Las Palmas Medical Plaza - Property Management:**

#### **Occupancy:**

See attached unit rental status report.

93.7% currently occupied –

Total annual rent including CAM fees is \$1,221,881.

#### **Leasing Activity:**

Staff is working with Coldwell Banker Commercial, Listing Agreement approved at the April 2019 meeting to market the vacancies.

Cohen, Musch, Thomas Medical Group is interesting in relocating from their current suite (3W-101) to a larger space when their current lease expires (8/31/2019).

There is a party that has expressed interest in leasing suites 1W-104 & 1W-105.

**Las Palmas Medical Plaza**

**Unit Rental Status**

**As of June 1, 2019**

Unit	Tenant Name	Deposit	Lease Dates		Term	Unit Sq Feet	Percent of Total	Monthly Rent	Annual Rent	Rent Per Sq Foot	Monthly CAM	Total Monthly Rent Incig CAM	Total Annual Rent Incig CAM
			From	To									
											\$ 0.62		
1W, 104	Vacant					1,024	2.07%						
1W, 105	Vacant					1,060	2.15%						
2W, 107	Vacant					1,024	2.07%						
<b>Total - Vacancies</b>						<b>3,108</b>	<b>6.30%</b>						
<b>Total Suites-33 - 29 Suites Occupied</b>		<b>\$ 58,516.90</b>				<b>49,356</b>	<b>93.7%</b>	<b>\$ 73,276.13</b>	<b>\$ 879,313.56</b>	<b>\$ 1.58</b>	<b>\$ 28,547.28</b>	<b>\$ 101,823.41</b>	<b>\$ 1,221,880.92</b>
<b>Summary - All Units</b>													
			<b>Vacant</b>	<b>3,108</b>	<b>6.3%</b>								
			<b>Pending</b>	<b>0</b>	<b>0%</b>								
			<b>Total</b>	<b>49,356</b>	<b>100%</b>								

<b>DESERT HEALTHCARE DISTRICT</b>
<b>MAY 2019 FINANCIAL STATEMENTS</b>
<b>INDEX</b>
Year to Date Variance Analysis
Cumulative Profit & Loss Budget vs Actual - Summary
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Balance Sheet - Expanded View
Accounts Receivable Aging
Deposit Detail - District
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Deposit Detail - LPMP
Check Register - District
Credit Card Expenditures
Check Register - LPMP
Grants Schedule

DESERT HEALTHCARE DISTRICT				
YEAR TO DATE VARIANCE ANALYSIS				
ACTUAL VS BUDGET				
ELEVEN MONTHS ENDED MAY 31, 2019				
Scope: \$25,000 Variance per Statement of Operations Summary				
	YTD		Over(Under)	
Account	Actual	Budget	Budget	Explanation
4000 - Income	\$ 8,110,506	\$ 6,197,752	\$ 1,912,754	Interest income (net) from FRF investments \$1,914k; lower NEOPB Grant Income \$15k, higher various \$14k.
4500 - LPMP	\$ 1,102,117	\$ 1,140,384	\$ (38,267)	Lower rental income \$24K; Lower CAM income \$14K
5000 - Direct Expenses	\$ 979,448	\$ 1,447,951	\$ (468,503)	Lower wage expense \$158k due to no CEO salary; higher vacation/sick/holiday expense \$7k; lower health insurance related expenses \$35k; lower retirement plan expenses \$28k; lower Board healthcare costs \$67k; higher board stipend expense 14k; Budgeted 311k for election fees, invoiced only 109k creating a 202k difference.
6000-General & Admin Expense	\$ 434,743	\$ 552,765	\$ (118,022)	Lower East Valley office spend \$77k; lower LAFCO assessment expense \$19k; lower mileage reimbursement 7k; lower various \$15k.
6445 - LPMP Expense	\$ 838,632	\$ 924,005	\$ (85,373)	Lower lighting expense \$30K; Lower landscaping expense \$22K; Lower marketing/advertising 16k; Lower various net \$17K
6500 - Professional Fees Expense	\$ 723,096	\$ 809,409	\$ (86,313)	Lower Communications & Marketing expense \$150k; higher Legal Expense of \$54k; Higher general professional fees 10k
6700 - Trust Expenses	\$ 114,598	\$ 229,679	\$ (115,081)	RPP actuarial valuation required lower monthly expense accrual
7000 - Grants Expense	\$ 2,626,705	\$ 3,290,837	\$ (664,132)	Budget of \$3.5 Million for fiscal year is amortized straight-line over 12-month fiscal year.



Desert Healthcare District  
**Cumulative Profit & Loss Budget vs. Actual**  
 July 2018 through May 2019

	MONTH			TOTAL		
	May 19	Budget	\$ Over Budget	Jul '18 - May 19	Budget	\$ Over Budget
<b>Income</b>						
4000 · Income	968,640	563,432	405,208	8,110,506	6,197,752	1,912,754
4500 · LPMP Income	101,685	106,582	(4,897)	1,102,117	1,140,384	(38,267)
4501 · Miscellaneous Income	750	950	(200)	10,637	10,450	187
<b>Total Income</b>	<b>1,071,075</b>	<b>670,964</b>	<b>400,111</b>	<b>9,223,260</b>	<b>7,348,586</b>	<b>1,874,674</b>
<b>Expense</b>						
5000 · Direct Expenses	(91,043)	131,581	(222,624)	979,448	1,447,951	(468,503)
6000 · General & Administrative Exp	52,174	61,251	(9,077)	434,743	552,765	(118,022)
6325 · CEO Discretionary Fund		417	(417)	450	4,587	(4,137)
6445 · LPMP Expenses	68,395	85,237	(16,842)	838,632	924,005	(85,373)
6500 · Professional Fees Expense	74,157	73,583	574	723,096	809,409	(86,313)
6700 · Trust Expenses	10,418	20,587	(10,169)	114,598	229,679	(115,081)
<b>Total Expense Before Grants</b>	<b>114,101</b>	<b>372,656</b>	<b>(258,555)</b>	<b>3,090,967</b>	<b>3,968,396</b>	<b>(877,429)</b>
7000 · Grants Expense	1,258,306	299,167	959,139	2,626,704	3,290,837	(664,132)
<b>Net Income</b>	<b>(301,332)</b>	<b>(859)</b>	<b>(300,473)</b>	<b>3,505,588</b>	<b>89,332</b>	<b>3,416,256</b>

Desert Healthcare District  
**Cumulative Profit & Loss Budget vs. Actual**  
 July 2018 through May 2019

	MONTH			TOTAL		
	May 19	Budget	\$ Over Budget	Jul '18 - May 19	Budget	\$ Over Budget
<b>Income</b>						
4000 · Income						
4010 · Property Tax Revenues	550,348	550,348	-	6,053,828	6,053,828	-
4200 · Interest Income						
4220 · Interest Income (FRF)	124,924	104,000	20,924	1,193,021	1,144,000	49,021
9999-1 · Unrealized gain(loss) on invest	282,371	(100,000)	382,371	765,266	(1,100,000)	1,865,266
Total 4200 · Interest Income	407,295	4,000	403,295	1,958,287	44,000	1,914,287
4300 · DHC Recoveries	1,749	1,583	166	31,002	17,413	13,589
4400 · Grant Income	9,248	7,500	1,748	67,390	82,500	(15,110)
Total 4000 · Income	968,640	563,431	405,209	8,110,507	6,197,741	1,912,766
4500 · LPMP Income	101,685	106,581	(4,896)	1,102,120	1,140,375	(38,255)
4501 · Miscellaneous Income	750	950	(200)	10,637	10,450	187
Total Income	1,071,075	670,962	400,113	9,223,264	7,348,566	1,874,698
<b>Expense</b>						
5000 · Direct Expenses						
5100 · Administration Expense						
5110 · Wages Expense	69,602	82,047	(12,445)	785,170	943,541	(158,371)
5111 · Allocation to LPMP - Payroll	(4,420)	(4,420)	-	(48,620)	(48,620)	-
5112 · Vacation/Sick/Holiday Expense	11,509	10,385	1,124	90,057	83,077	6,980
5114 · Allocation to Foundation	(17,668)	(17,668)	-	(194,348)	(194,348)	-
5115 · Allocation to NEOPB	(6,806)	(7,797)	991	(58,291)	(85,767)	27,476
5119 · Allocation to RSS/CVHIP-DHCF	(2,962)	-	(2,962)	(17,925)	-	(17,925)
5120 · Payroll Tax Expense	5,944	6,277	(333)	61,998	72,185	(10,187)
5130 · Health Insurance Expense						
5131 · Premiums Expense	15,680	12,182	3,498	118,275	129,520	(11,245)
5135 · Reimb./Co-Payments Expense		2,500	(2,500)	4,181	27,500	(23,319)
Total 5130 · Health Insurance Expense	15,680	14,682	998	122,456	157,020	(34,564)
5140 · Workers Comp. Expense	643	861	(218)	7,766	9,902	(2,136)
5145 · Retirement Plan Expense	4,871	6,646	(1,775)	42,317	70,704	(28,387)
5160 · Education Expense	264	625	(361)	3,113	6,875	(3,762)
Total 5100 · Administration Expense	76,657	91,638	(14,981)	793,693	1,014,569	(220,876)
5200 · Board Expenses						
5210 · Healthcare Benefits Expense						
5211 · Health Insurance Expense	3,053	9,331	(6,278)	40,304	86,645	(46,341)
5224 · Retired Board - Medical Expense		1,237	(1,237)	2,775	23,607	(20,832)
Total 5210 · Healthcare Benefits Expense	3,053	10,568	(7,515)	43,079	110,252	(67,173)
5230 · Meeting Expense	758	667	91	13,808	7,337	6,471
5235 · Director Stipend Expense	1,900		1,900	13,900		13,900
5240 · Catering Expense	32	333	(301)	3,953	3,663	290



Desert Healthcare District  
**Cumulative Profit & Loss Budget vs. Actual**  
 July 2018 through May 2019

	MONTH			TOTAL		
	May 19	Budget	\$ Over Budget	Jul '18 - May 19	Budget	\$ Over Budget
5250 · Mileage Reimbursement Expense	538	42	496	1,655	462	1,193
5270 · Election Fees Expense	(173,983)	28,333	(202,316)	109,347	311,663	(202,316)
<b>Total 5200 · Board Expenses</b>	<b>(167,702)</b>	<b>39,943</b>	<b>(207,645)</b>	<b>185,742</b>	<b>433,377</b>	<b>(247,635)</b>
<b>Total 5000 · Direct Expenses</b>	<b>(91,045)</b>	<b>131,581</b>	<b>(222,626)</b>	<b>979,435</b>	<b>1,447,946</b>	<b>(468,511)</b>
<b>6000 · General &amp; Administrative Exp</b>						
6110 · Payroll fees Expense	177	292	(115)	1,813	3,212	(1,399)
6120 · Bank and Investment Fees Exp	9,308	9,833	(525)	103,454	108,163	(4,709)
6125 · Depreciation Expense	998	1,181	(183)	12,337	12,991	(654)
6126 · Depreciation-Solar Parking lot	15,072	15,072		165,792	165,792	-
6130 · Dues and Membership Expense	966	2,275	(1,309)	23,507	25,025	(1,518)
6200 · Insurance Expense	1,412	917	495	15,732	10,087	5,645
6300 · Minor Equipment Expense		42	(42)		462	(462)
6305 · Auto Allowance & Mileage Exp		1,017	(1,017)	4,595	11,187	(6,592)
6306 · Staff- Auto Mileage reimb	226	313	(87)	4,576	3,443	1,133
6309 · Personnel Expense		104	(104)	53	1,144	(1,091)
6310 · Miscellaneous Expense		42	(42)	100	462	(362)
6311 · Cell Phone Expense	462	777	(315)	7,007	8,547	(1,540)
6312 · Wellness Park Expenses		167	(167)		1,837	(1,837)
6315 · Security Monitoring Expense		36	(36)	353	396	(43)
6340 · Postage Expense	35	542	(507)	2,621	5,962	(3,341)
6350 · Copier Rental/Fees Expense	394	458	(64)	4,320	5,038	(718)
6351 · Travel Expense	1,017	917	100	6,985	10,087	(3,102)
6352 · Meals & Entertainment Exp	1,132	417	715	4,611	4,587	24
6355 · Computer Services Expense	17,789	3,352	14,437	33,726	36,872	(3,146)
6360 · Supplies Expense	1,152	1,833	(681)	20,884	20,163	721
6380 · LAFCO Assessment Expense	1,484	5,167	(3,683)	16,324	34,835	(18,511)
<b>6400 · East Valley Office</b>						
6405 · East Valley Office - Rent	550	9,167	(8,617)	2,750	45,835	(43,085)
6410 · East Valley Office - Utilities		7,333	(7,333)	3,203	36,665	(33,462)
<b>Total 6400 · East Valley Office</b>	<b>550</b>	<b>16,500</b>	<b>(15,950)</b>	<b>5,953</b>	<b>82,500</b>	<b>(76,547)</b>
<b>Total 6000 · General &amp; Administrative Exp</b>	<b>52,174</b>	<b>61,254</b>	<b>(9,080)</b>	<b>434,743</b>	<b>552,792</b>	<b>(118,049)</b>
6325 · CEO Discretionary Fund		417	(417)	450	4,587	(4,137)
6445 · LPMP Expenses	68,394	85,235	(16,841)	838,635	923,983	(85,348)
<b>6500 · Professional Fees Expense</b>						
6516 · Professional Services Expense	49,077	39,167	9,910	440,426	430,837	9,589
6520 · Annual Audit Fee Expense	1,492	1,499	(7)	16,412	16,489	(77)
6530 · PR/Communications/Website	5,588	17,917	(12,329)	47,239	197,087	(149,848)
6560 · Legal Expense	18,000	15,000	3,000	219,020	165,000	54,020
6561 · Payroll Preparation Fees	-			-		



Desert Healthcare District  
**Cumulative Profit & Loss Budget vs. Actual**  
 July 2018 through May 2019

	MONTH			TOTAL		
	May 19	Budget	\$ Over Budget	Jul '18 - May 19	Budget	\$ Over Budget
Total 6500 · Professional Fees Expense	74,157	73,583	574	723,097	809,413	(86,316)
6700 · Trust Expenses						
6711 · Disability Admin. Fee Expense					3,222	(3,222)
6720 · Pension Plans Expense						
6721 · Legal Expense		167	(167)		1,837	(1,837)
6725 · RPP Pension Expense	10,000	20,000	(10,000)	110,000	220,000	(110,000)
6728 · Pension Audit Fee Expense	418	420	(2)	4,598	4,620	(22)
Total 6720 · Pension Plans Expense	10,418	20,587	(10,169)	114,598	226,457	(111,859)
Total 6700 · Trust Expenses	10,418	20,587	(10,169)	114,598	229,679	(115,081)
Total Expense Before Grants	114,101	372,656	(258,555)	3,090,961	3,968,399	(877,438)
7000 · Grants Expense						
7010 · Major Grant Awards Expense	1,249,058	291,667	957,391	2,559,315	3,208,337	(649,022)
7027 · Grant Exp - NEOPB	9,248	7,500	1,748	67,390	82,500	(15,110)
Total 7000 · Grants Expense	1,258,306	299,167	959,139	2,626,705	3,290,837	(664,132)
Net Income	(301,332)	(859)	(300,473)	3,505,588	89,332	3,416,256

Las Palmas Medical Plaza  
**Cumulative Profit & Loss Budget vs. Actual**  
 July 2018 through May 2019

				MONTH			TOTAL		
				May 19	Budget	\$ Over Budget	Jul '18 - May 19	Budget	\$ Over Budget
<b>Income</b>									
4500 · LPMP Income									
	4505 · Rental Income			73,138	76,024	(2,886)	790,322	813,836	(23,514)
	4510 · CAM Income			28,547	30,474	(1,927)	311,798	325,626	(13,828)
	4513 · Misc. Income			-	83	(83)	-	913	(913)
	<b>Total 4500 · LPMP Income</b>			<b>101,685</b>	<b>106,581</b>	<b>(4,896)</b>	<b>1,102,120</b>	<b>1,140,375</b>	<b>(38,255)</b>
<b>Expense</b>									
6445 · LPMP Expenses									
	6420 · Insurance Expense			1,283	1,083	200	14,113	11,913	2,200
	6425 · Building - Depreciation Expense			20,647	22,019	(1,372)	228,800	242,209	(13,409)
	6426 · Tenant Improvements -Dep Exp			10,926	17,120	(6,194)	182,502	174,718	7,784
	6427 · HVAC Maintenance Expense			2,378	1,333	1,045	13,221	14,663	(1,442)
	6428 · Roof Repairs Expense			-	208	(208)	-	2,288	(2,288)
	6431 · Building -Interior Expense			-	208	(208)	12,212	2,288	9,924
	6432 · Plumbing -Interior Expense			-	208	(208)	3,911	2,288	1,623
	6433 · Plumbing -Exterior Expense			-	208	(208)	-	2,288	(2,288)
	6434 · Allocation Internal Prop. Mgmt			4,420	4,420	-	48,620	48,620	-
	6435 · Bank Charges			1,229	917	312	11,517	10,087	1,430
	6437 · Utilities -Vacant Units Expense			82	208	(126)	1,755	2,288	(533)
	6439 · Deferred Maintenance Repairs Ex			-	1,000	(1,000)	2,974	11,000	(8,026)
	6440 · Professional Fees Expense			10,117	10,472	(355)	111,287	115,192	(3,905)
	6441 · Legal Expense			-	83	(83)	-	913	(913)
	6458 · Elevators - R & M Expense			219	1,000	(781)	11,645	11,000	645
	6460 · Exterminating Service Expense			180	417	(237)	1,800	4,587	(2,787)
	6463 · Landscaping Expense			-	2,250	(2,250)	3,100	24,750	(21,650)
	6467 · Lighting Expense			-	2,917	(2,917)	2,250	32,087	(29,837)
	6468 · General Maintenance Expense			-	83	(83)	-	913	(913)
	6471 · Marketing-Advertising			-	1,458	(1,458)	-	16,038	(16,038)
	6475 · Property Taxes Expense			6,000	6,000	-	66,000	66,000	-
	6476 · Signage Expense			-	250	(250)	116	2,750	(2,634)
	6480 · Rubbish Removal Medical Waste E			1,448	1,442	6	14,627	15,862	(1,235)
	6481 · Rubbish Removal Expense			2,123	2,123	-	23,353	23,353	-
	6482 · Utilities/Electricity/Exterior			389	708	(319)	4,787	7,788	(3,001)
	6484 · Utilties - Water (Exterior)			663	583	80	7,790	6,413	1,377
	6485 · Security Expenses			6,290	6,417	(127)	72,033	70,587	1,446
	6490 · Miscellaneous Expense			-	100	(100)	222	1,100	(878)
	<b>Total 6445 · LPMP Expenses</b>			<b>68,394</b>	<b>85,235</b>	<b>(16,841)</b>	<b>838,635</b>	<b>923,983</b>	<b>(85,348)</b>
<b>Net Income</b>				<b>33,291</b>	<b>21,346</b>	<b>11,945</b>	<b>263,485</b>	<b>216,392</b>	<b>47,093</b>



**Desert Healthcare District**  
**Balance Sheet**  
As of May 31, 2019

				May 31, 19
ASSETS				
Current Assets				
Checking/Savings				
1000 · CHECKING CASH ACCOUNTS				2,567,038
1100 · INVESTMENT ACCOUNTS				56,443,705
Total Checking/Savings				59,010,743
Accounts Receivable				77,245
Other Current Assets				
1270 · Prepaid Insurance -Ongoing				49,160
1279 · Pre-Paid Fees				4,910
1281 · NEOPB Receivable				30,474
1295 · Property Tax Receivable				705,286
Total Other Current Assets				789,831
Total Current Assets				59,877,819
Fixed Assets				
1300 · FIXED ASSETS				4,902,101
1335-00 · ACC DEPR				(1,795,339)
1400 · LPMP Assets				7,222,697
Total Fixed Assets				10,329,459
Other Assets				
1700 · OTHER ASSETS				2,773,786
TOTAL ASSETS				72,981,063
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 · Accounts Payable				68,173
2001 · LPMP Accounts Payable				2,235
Total Accounts Payable				70,408
Other Current Liabilities				

**Desert Healthcare District**  
**Balance Sheet**  
As of May 31, 2019

					May 31, 19
				2002 · LPMP Property Taxes	(3,831)
				2131 · Grant Awards Payable	2,061,095
				2133 · Accrued Accounts Payable	374,870
				2141 · Accrued Vacation Time	29,441
				2152 · 457B/401A Liability	4,271
				2186 · Retired BOD Medical - Current	9,237
				2188 · Current Portion - LTD	14,803
				2190 · Investment Fees Payable	18,041
				<b>Total Other Current Liabilities</b>	<b>2,507,928</b>
				<b>Total Current Liabilities</b>	<b>2,578,336</b>
				<b>Long Term Liabilities</b>	
				2170 · RPP - Pension Liability	3,387,793
				2171 · RPP-Deferred Inflows-Resources	2,222,190
				2280 · Long-Term Disability	38,173
				2281 · Grants Payable - Long-term	10,147,646
				2286 · Retirement BOD Medical Liabilit	87,973
				2290 · LPMP Security Deposits	58,517
				<b>Total Long Term Liabilities</b>	<b>15,942,292</b>
				<b>Total Liabilities</b>	<b>18,520,629</b>
				<b>Equity</b>	
				3900 · *Retained Earnings	50,954,846
				Net Income	3,505,588
				<b>Total Equity</b>	<b>54,460,435</b>
				<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>72,981,063</b>

**Desert Healthcare District**  
**Balance Sheet**  
As of May 31, 2019

				May 31, 19
<b>ASSETS</b>				
Current Assets				
Checking/Savings				
1000 · CHECKING CASH ACCOUNTS				
1010 · Union Bank - Checking				2,122,637
1046 · Las Palmas Medical Plaza				443,901
1047 · Petty Cash				500
Total 1000 · CHECKING CASH ACCOUNTS				2,567,038
1100 · INVESTMENT ACCOUNTS				
1130 · Facility Replacement Fund				56,388,589
1135 · Unrealized Gain(Loss) FRF				55,116
Total 1100 · INVESTMENT ACCOUNTS				56,443,705
Total Checking/Savings				59,010,743
Accounts Receivable				
1201 · Accounts Receivable				
1204 · LPMP Accounts Receivable				(15,212)
1205 · Misc. Accounts Receivable				15,084
1211 · A-R Foundation - Exp Allocation				77,373
Total Accounts Receivable				77,245
Other Current Assets				
1270 · Prepaid Insurance -Ongoing				49,160
1279 · Pre-Paid Fees				4,910
1281 · NEOPB Receivable				30,474
1295 · Property Tax Receivable				705,286
Total Other Current Assets				789,831
Total Current Assets				59,877,819
Fixed Assets				
1300 · FIXED ASSETS				
1310 · Computer Equipment				82,971
1315 · Computer Software				68,770
1320 · Furniture and Fixtures				33,254
1325 · Offsite Improvements				300,849



**Desert Healthcare District**  
**Balance Sheet**  
As of May 31, 2019

					May 31, 19
				1331 · DRMC - Parking lot	4,416,257
				<b>Total 1300 · FIXED ASSETS</b>	<b>4,902,101</b>
				<b>1335-00 · ACC DEPR</b>	
				1335 · Accumulated Depreciation	(204,727)
				1336 · Acc. Software Depreciation	(68,480)
				1337 · Accum Deprec- Solar Parking Lot	(1,401,867)
				1338 · Accum Deprec - LPMP Parking Lot	(120,264)
				<b>Total 1335-00 · ACC DEPR</b>	<b>(1,795,339)</b>
				<b>1400 · LPMP Assets</b>	
				1401 · Building	8,705,680
				1402 · Land	2,165,300
				1403 · Tenant Improvements -New	2,168,091
				1404 · Tenant Improvements - CIP	129,550
				1406 · Building Improvements	
				1406.1 · LPMP-Replace Parking Lot	676,484
				1406 · Building Improvements - Other	1,559,534
				<b>Total 1406 · Building Improvements</b>	<b>2,236,018</b>
				1407 · Building Equipment Improvements	350,663
				1409 · Accumulated Depreciation	
				1410 · Accum. Depreciation	(7,151,131)
				1412 · T I Accumulated Dep.-New	(1,381,475)
				<b>Total 1409 · Accumulated Depreciation</b>	<b>(8,532,606)</b>
				<b>Total 1400 · LPMP Assets</b>	<b>7,222,697</b>
				<b>Total Fixed Assets</b>	<b>10,329,459</b>
				<b>Other Assets</b>	
				<b>1700 · OTHER ASSETS</b>	
				1731 · Wellness Park	1,693,800
				1740 · RPP-Deferred Outflows-Resources	1,057,842
				1741 · OPEB-Deferred Outflows-Resourc	22,144
				<b>Total 1700 · OTHER ASSETS</b>	<b>2,773,786</b>
				<b>Total Other Assets</b>	<b>2,773,786</b>
				<b>TOTAL ASSETS</b>	<b>72,981,063</b>

**Desert Healthcare District**  
**Balance Sheet**  
As of May 31, 2019

						May 31, 19
<b>LIABILITIES &amp; EQUITY</b>						
<b>Liabilities</b>						
<b>Current Liabilities</b>						
<b>Accounts Payable</b>						
2000 · Accounts Payable						68,173
2001 · LPMP Accounts Payable						2,235
<b>Total Accounts Payable</b>						<b>70,408</b>
<b>Other Current Liabilities</b>						
2002 · LPMP Property Taxes						(3,831)
2131 · Grant Awards Payable						2,061,095
2133 · Accrued Accounts Payable						374,870
2141 · Accrued Vacation Time						29,441
2152 · 457B/401A Liability						4,271
2186 · Retired BOD Medical - Current						9,237
2188 · Current Portion - LTD						14,803
2190 · Investment Fees Payable						18,041
<b>Total Other Current Liabilities</b>						<b>2,507,928</b>
<b>Total Current Liabilities</b>						<b>2,578,336</b>
<b>Long Term Liabilities</b>						
2170 · RPP - Pension Liability						3,387,793
2171 · RPP-Deferred Inflows-Resources						2,222,190
2280 · Long-Term Disability						38,173
2281 · Grants Payable - Long-term						10,147,646
2286 · Retirement BOD Medical Liabilit						87,973
2290 · LPMP Security Deposits						58,517
<b>Total Long Term Liabilities</b>						<b>15,942,292</b>
<b>Total Liabilities</b>						<b>18,520,629</b>
<b>Equity</b>						
3900 · *Retained Earnings						50,954,846
<b>Net Income</b>						<b>3,505,588</b>
<b>Total Equity</b>						<b>54,460,435</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>						<b>72,981,063</b>

**Desert Healthcare District**  
**A/R Aging Summary**  
As of May 31, 2019

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL	
Cohen Musch Thomas Medical Group	-	-	(73)	-	-	(73)	Prepaid
Desert Healthcare Foundation-	20,630	-	17,668	19,626	19,449	77,373	Due from Foundation
Laboratory Corporation of America	-	(4,774)	-	-	-	(4,774)	Prepaid
Mark Matthews	2,165	2,165	2,165	2,165	2,673	11,334	Director Insurance
Ramy Awad, M.D.	-	-	106	-	-	106	Slow Pay
Sovereign	750	-	750	750	1,500	3,750	Slow Pay
Steven Gundry, M.D.	-	(5,235)	(5,235)	-	-	(10,471)	Prepaid
<b>TOTAL</b>	<b>23,546</b>	<b>(7,844)</b>	<b>15,380</b>	<b>22,541</b>	<b>23,622</b>	<b>77,245</b>	



**Desert Healthcare District**  
**Deposit Detail**  
May 2019

Type	Date	Name	Amount
<b>Deposit</b>	<b>05/03/2019</b>		<b>1,749</b>
		T-Mobile	(1,749)
<b>TOTAL</b>			<b>(1,749)</b>
<b>Deposit</b>	<b>05/10/2019</b>		<b>14,800</b>
		Riverside County Treasurer-	(14,800)
<b>TOTAL</b>			<b>(14,800)</b>
<b>Deposit</b>	<b>05/13/2019</b>		<b>245</b>
		Fantasy Springs Resort Casino	(159)
		Fantasy Springs Resort Casino	(86)
<b>TOTAL</b>			<b>(245)</b>
<b>Deposit</b>	<b>05/15/2019</b>		<b>7,914</b>
		Riverside County Treasurer-	(7,914)
<b>TOTAL</b>			<b>(7,914)</b>
<b>Deposit</b>	<b>05/23/2019</b>		<b>1,241,368</b>
		Riverside County Treasurer-	(1,241,368)
<b>TOTAL</b>			<b>(1,241,368)</b>
<b>Deposit</b>	<b>05/24/2019</b>		<b>65,695</b>
		Riverside County Treasurer-	(65,695)
<b>TOTAL</b>			<b>(65,695)</b>
<b>Deposit</b>	<b>05/28/2019</b>		<b>11,494</b>
		Riverside County Treasurer-	(11,494)
<b>TOTAL</b>			<b>(11,494)</b>
		<b>Total Deposits</b>	<b>1,343,265</b>

DESERT HEALTHCARE DISTRICT											
PROPERTY TAX RECEIPTS FY 2018 - 2019											
RECEIPTS - TWELVE MONTHS ENDED JUNE 30, 2019											
	FY 2017-2018 Projected/Actual						FY 2018-2019 Projected/Actual				
	Budget %	Budget \$	Act %	Actual Receipts	Variance		Budget %	Budget \$	Act %	Actual Receipts	Variance
July	2.5%	\$ 157,242	1.3%	\$ 107,591	\$ (49,652)		2.5%	\$ 165,105	1.3%	\$ 87,106	\$ (77,998)
Aug	1.6%	\$ 100,635	1.7%	\$ 76,625	\$ (24,010)		1.6%	\$ 105,667	1.6%	\$ 104,633	\$ (1,034)
Sep	2.6%	\$ 163,532	2.4%	\$ 149,702	\$ (13,830)		2.6%	\$ 171,709	2.4%	\$ 155,626	\$ (16,083)
Oct	0.0%	\$ -	0.0%	\$ -	\$ -		0.0%	\$ -	0.0%	\$ -	\$ -
Nov	0.4%	\$ 25,159	0.0%	\$ 47,069	\$ 21,910		0.4%	\$ 26,417	0.0%	\$ -	\$ (26,417)
Dec	16.9%	\$ 1,062,958	17.6%	\$ 1,121,658	\$ 58,700		16.9%	\$ 1,116,106	17.8%	\$ 1,177,161	\$ 61,054
Jan	31.9%	\$ 2,006,413	33.0%	\$ 2,097,033	\$ 90,621		31.9%	\$ 2,106,733	19.7%	\$ 1,299,278	\$ (807,456)
Feb	0.0%	\$ -	0.8%	\$ 50,855	\$ 50,855		0.0%	\$ -	13.9%	\$ 918,846	\$ 918,846
Mar	0.3%	\$ 18,869	0.2%	\$ 14,782	\$ (4,087)		0.3%	\$ 19,813	0.7%	\$ 44,532	\$ 24,719
Apr	5.5%	\$ 345,933	5.8%	\$ 371,495	\$ 25,562		5.5%	\$ 363,230	5.9%	\$ 392,745	\$ 29,515
May	19.9%	\$ 1,251,649	19.9%	\$ 1,258,864	\$ 7,215		19.9%	\$ 1,314,232	20.3%	\$ 1,341,271	\$ 27,039
June	18.4%	\$ 1,157,304	16.8%	\$ 1,319,289	\$ 161,985		18.4%	\$ 1,215,169	0.0%		
Total	100%	\$ 6,289,695	99.6%	\$ 6,614,963	\$ 325,268		100.00%	\$ 6,604,180	83.6%	\$ 5,521,198	\$ 132,187

**Las Palmas Medical Plaza**  
**Deposit Detail**  
**May 2019**

Type	Date	Name	Amount
<b>Deposit</b>	<b>05/01/2019</b>		<b>3,772</b>
Payment	05/01/2019	Quest Diagnostics Incorporated	(3,772)
<b>TOTAL</b>			<b>(3,772)</b>
<b>Deposit</b>	<b>05/13/2019</b>		<b>10,686</b>
Payment	05/13/2019	Desert Family Medical Center	(3,493)
Payment	05/13/2019	Pathway Pharmaceuticals, Inc.	(2,249)
Payment	05/13/2019	Peter Jamieson, M.D.	(2,997)
Payment	05/13/2019	West Pacific Medical Laboratory	(1,947)
<b>TOTAL</b>			<b>(10,686)</b>
<b>Deposit</b>	<b>05/13/2019</b>		<b>24,148</b>
Payment	05/13/2019	Derakhsh Fozouni, M.D.	(5,841)
Payment	05/13/2019	Palmtree Clinical Research	(6,217)
Payment	05/13/2019	Ramy Awad, M.D.	(3,180)
Payment	05/13/2019	Aijaz Hashmi, M.D., Inc.	(2,688)
Payment	05/13/2019	Brad A. Wolfson, M.D.	(3,387)
Payment	05/13/2019	Cure Cardiovascular Consultants	(2,837)
<b>TOTAL</b>			<b>(24,148)</b>
<b>Deposit</b>	<b>05/16/2019</b>		<b>2,738</b>
Payment	05/16/2019	Dennis Spurgin, D.C.	(2,738)
<b>TOTAL</b>			<b>(2,738)</b>
<b>Deposit</b>	<b>05/17/2019</b>		<b>28,052</b>
Payment	05/17/2019	Tenet HealthSystem Desert, Inc.	(28,052)
<b>TOTAL</b>			<b>(28,052)</b>

**Las Palmas Medical Plaza**  
**Deposit Detail**  
 May 2019

Type	Date	Name	Amount
<b>Deposit</b>	<b>05/24/2019</b>		<b>4,774</b>
Payment	05/24/2019	Laboratory Corporation of America	(4,774)
<b>TOTAL</b>			<b>(4,774)</b>
<b>Deposit</b>	<b>05/30/2019</b>		<b>5,235</b>
Payment	05/30/2019	Steven Gundry, M.D.	(5,235)
<b>TOTAL</b>			<b>(5,235)</b>
		<b>Total Deposits</b>	<b>79,407</b>



**Desert Healthcare District**  
**Check Register**  
As of May 31, 2019

Type	Date	Num	Name	Amount
<b>1000 - CHECKING CASH ACCOUNTS</b>				
<b>1010 - Union Bank - Checking</b>				
Liability Check	05/02/2019		QuickBooks Payroll Service	(25,846)
Bill Pmt -Check	05/06/2019		CoPower Employers' Benefits Alliance - VOID	-
Bill Pmt -Check	05/06/2019		Peter Young. - VOID	-
General Journal	05/06/2019	11-01	401a payment - 5/03/19 payroll	(1,428)
General Journal	05/06/2019	11-01	457b payment - 5/03/19 payroll	(2,311)
Bill Pmt -Check	05/06/2019	15405	CoPower Employers' Benefits Alliance	(2,100)
Bill Pmt -Check	05/06/2019	15406	Peter Young.	(6,650)
Bill Pmt -Check	05/06/2019	15407	Donna Den Bleyker.	(211)
Bill Pmt -Check	05/06/2019	15408	El Informador del Valle	(126)
Bill Pmt -Check	05/06/2019	15409	Image Source	(823)
Bill Pmt -Check	05/06/2019	15410	Law Offices of Scott & Jackson	(23,600)
Bill Pmt -Check	05/06/2019	15411	Rogers, Carole	(300)
Bill Pmt -Check	05/06/2019	15412	So. Cal Computer Shop	(730)
Bill Pmt -Check	05/06/2019	15413	Soroptimist House of Hope, Inc.	(450)
Bill Pmt -Check	05/06/2019	15414	State Compensation Insurance Fund	(643)
Bill Pmt -Check	05/06/2019	15415	Time Warner Cable	(240)
Bill Pmt -Check	05/06/2019	15416	Underground Service Alert of Southern Cal	(7)
Bill Pmt -Check	05/06/2019	15417	Verizon Wireless	(924)
Bill Pmt -Check	05/06/2019	15418	Zendle, Les-	(455)
Check	05/07/2019	Auto Pay	Calif. Public Employees'Retirement System	(11,315)
Bill Pmt -Check	05/07/2019	15419	Chris Christensen	(113)
Bill Pmt -Check	05/07/2019	15420	Cooperative Personnel Services	(6,610)
Bill Pmt -Check	05/07/2019	15421	Graptex Interactive	(7,500)
Bill Pmt -Check	05/07/2019	15422	Leticia De Lara	(700)
Bill Pmt -Check	05/07/2019	15423	National Business Furniture	(6,170)
Bill Pmt -Check	05/07/2019	15424	Palms to Pines Printing	(602)
Bill Pmt -Check	05/07/2019	15425	Pitney Bowes Global Financial Services	(280)
Bill Pmt -Check	05/07/2019	15426	Shred-It	(90)
Bill Pmt -Check	05/07/2019	15427	The LGBT Community Center	(14,000)
Bill Pmt -Check	05/07/2019	15428	UPS	(51)
Bill Pmt -Check	05/07/2019	15429	Will Dean	(293)
Bill Pmt -Check	05/07/2019	15430	Andrea S. Hayles-	(205)
General Journal	05/14/2019	11-02	May 2019 LTD Payment - Jena Marie Van Earl	(1,234)
Bill Pmt -Check	05/14/2019	15431	Alejandro Espinoza-	(334)
Bill Pmt -Check	05/14/2019	15432	County of Riverside/Registrar of Voters	(109,347)
Bill Pmt -Check	05/14/2019	15433	Evett PerezGil	(400)
Bill Pmt -Check	05/14/2019	15434	First Bankcard (Union Bank)	(1,435)

**Desert Healthcare District**  
**Check Register**  
As of May 31, 2019

Type	Date	Num	Name	Amount
Bill Pmt -Check	05/14/2019	15435	Frazier Pest Control, Inc.	(30)
Bill Pmt -Check	05/14/2019	15436	Mangus Accountancy Group, A.P.C.	(500)
Bill Pmt -Check	05/14/2019	15437	Rogers, Carole	(465)
Bill Pmt -Check	05/14/2019	15438	Xerox Financial Services	(394)
Liability Check	05/16/2019		QuickBooks Payroll Service	(25,149)
Check	05/16/2019	Auto Pay	Calif. Public Employees'Retirement System	(8,713)
General Journal	05/17/2019	11-03	401a payment - 5/17/19 payroll	(1,711)
General Journal	05/17/2019	11-03	457b payment - 5/17/19 payroll	(2,523)
Bill Pmt -Check	05/20/2019	15439	Andrea S. Hayles-	(147)
Bill Pmt -Check	05/20/2019	15440	Cathedral City Senior Center	(160)
Bill Pmt -Check	05/20/2019	15441	CoPower Employers' Benefits Alliance	(1,739)
Bill Pmt -Check	05/20/2019	15442	El Informador del Valle	(250)
Bill Pmt -Check	05/20/2019	15443	Staples Credit Plan	(1,040)
Bill Pmt -Check	05/20/2019	15444	The Desert Sun	(2,088)
Bill Pmt -Check	05/20/2019	15445	UPS	(3)
Bill Pmt -Check	05/20/2019	15446	Alejandro Espinoza-	(790)
Bill Pmt -Check	05/20/2019	15447	Rauch Communication Consultants	(1,960)
Bill Pmt -Check	05/21/2019	15448	Ready Refresh	(48)
Bill Pmt -Check	05/21/2019	15449	Regents - University of California	(322)
Bill Pmt -Check	05/21/2019	15450	SDRMA	(43,581)
Bill Pmt -Check	05/23/2019	15451	Alejandro Espinoza-	(1,268)
Bill Pmt -Check	05/23/2019	15452	Regional Access Project Foundation	(550)
Check	05/28/2019		Service Charge	(308)
Bill Pmt -Check	05/28/2019	15453	Alejandro Espinoza-	(422)
Bill Pmt -Check	05/28/2019	15454	Desert Arc	(74,132)
Bill Pmt -Check	05/28/2019	15455	Graphtek Interactive	(2,500)
Bill Pmt -Check	05/28/2019	15456	HARC, INC.	(89,995)
Bill Pmt -Check	05/28/2019	15457	Leap Marketing	(750)
Bill Pmt -Check	05/28/2019	15458	Pitney Bowes Global Financial Services	(32)
Bill Pmt -Check	05/28/2019	15459	Vanessa Smith-	(414)
Liability Check	05/30/2019		QuickBooks Payroll Service	(25,456)
General Journal	05/31/2019	11-07	Medical Reimbursement - May 2019	(25)
<b>TOTAL</b>				<b>(514,985)</b>



**Desert Healthcare District**  
**Details for credit card Expenditures**  
**Credit card purchases - Apr 2019 - Paid May 2019**

Number of credit cards held by District personnel -2

Credit Card Limit - \$5,000

Credit Card Holders:

Chief Executive Officer

Chris Christensen - Chief Financial Officer

Routine types of charges:

Office Supplies, Dues for membership, Computer Supplies, Meals, Travel including airlines and Hotels, Catering, Supplies for BOD meetings, CEO Discretionary for small grant & gift items

		Statement		Expense Type	Amount	Purpose	Description	Participants
Year	Month Charged	Total Charges						
		\$ 1,434.90						
Chris' Statement:								
2019	Apr	\$ 1,434.90	District GL					
				Dollar	Descr			
			6352	\$ 249.97	March 2019 Staff Lunch			
			6360	\$ 14.04	Conference call expense			
			6360	\$ 19.32	Conference call expense			
			6360	\$ 14.88	Conference call expense			
			5160	\$ 125.00	Alejandro - 2019 National Innovative Communities Conf			
			5160	\$ 125.00	Meghan - 2019 National Innovative Communities Conf			
			6360	\$ 14.88	Conference call expense			
			6360	\$ 12.36	Conference call expense			
			6355	\$ 447.00	Smartsheet annual subscription			
			6360	\$ 10.68	Conference call expense			
			6360	\$ 8.52	Conference call expense			
			6360	\$ 9.12	Conference call expense			
			6352	\$ 217.75	April 2019 Staff Lunch			
			5230	\$ 15.00	Carole - Women Leaders Forum			
			6360	\$ 8.56	Conference call expense			
			6352	\$ 54.07	Les & Chris lunch meeting			
			6360	\$ 46.57	Conference call expense			
			5230	\$ 28.12	Karen & Evett - CV Storytellers Project: Stories of Homelessness			
			5160	\$ 14.06	Will - CV Storytellers Project: Stories of Homelessness			
		\$ 1,434.90						

**Las Palmas Medical Plaza**  
**Check Register**  
As of May 31, 2019

Type	Date	Num	Name	Amount
<b>1000 · CHECKING CASH ACCOUNTS</b>				
<b>1046 · Las Palmas Medical Plaza</b>				
Bill Pmt -Check	05/07/2019	10007	Desert Air Conditioning Inc.	(1,087)
Bill Pmt -Check	05/07/2019	10008	Desert Water Agency	(779)
Bill Pmt -Check	05/07/2019	10009	Imperial Security	(3,145)
Bill Pmt -Check	05/07/2019	10010	Palm Springs Disposal Services Inc	(2,123)
Bill Pmt -Check	05/14/2019	10011	Imperial Security	(1,573)
Bill Pmt -Check	05/14/2019	10012	Stericycle, Inc.	(1,448)
Bill Pmt -Check	05/20/2019	10013	Desert Air Conditioning Inc.	(420)
Bill Pmt -Check	05/20/2019	10014	Frazier Pest Control, Inc.	(180)
Bill Pmt -Check	05/20/2019	10015	Frontier Communications	(219)
Bill Pmt -Check	05/20/2019	10016	Imperial Security	(1,573)
Bill Pmt -Check	05/20/2019	10017	Southern California Edison	(472)
Bill Pmt -Check	05/28/2019	10018	Desert Air Conditioning Inc.	(1,958)
Bill Pmt -Check	05/28/2019	10019	Imperial Security	(1,573)
Bill Pmt -Check	05/28/2019	10020	INPRO-EMS Construction	(10,117)
Check	05/31/2019		Service Charge	(1,229)
<b>TOTAL</b>				<b>(27,895)</b>





## MEMORANDUM

DATE: June 11, 2019

TO: F&A Committee

RE: Retirement Protection Plan (RPP)

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Current number of participants in Plan:

Active – still employed by hospital	114
Vested – no longer employed by hospital	60
Former employees receiving annuity	<u>8</u>
Total	<u>184</u>

The outstanding liability for the RPP is approximately **\$4.2M** (Actives - \$3.0M and Vested - \$1.2M). US Bank investment account balance \$4.9M. Per the June 30, 2018 Actuarial Valuation, the RPP has an Unfunded Pension Liability of approximately **\$3.3M**. A monthly accrual of \$10K is being recorded each month as an estimate for FY2019.

The payouts, excluding monthly annuity payments, made from the Plan for the Eleven (11) months ended May 31, 2019 totaled **\$477K**. Monthly annuity payments (8 participants) total **\$1.03K** per month.

DESERT HEALTHCARE DISTRICT						
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE						
As of 5/31/19						
TWELVE MONTHS ENDED JUNE 30, 2019						
Grant ID Nos.	Name	Approved Grants - Prior Yrs	Current Yr 2018-2019	6/30/2018 Bal Fwd/New	Total Paid July-June	Open BALANCE
2013-759-BOD-02/26/13	Desert Hot Springs Wellness FDN - Oversampling - HARC -3yr	\$ 30,000		\$ 15,000	\$ -	\$ 15,000
2014-MOU-BOD-11/21/13	Memo of Understanding CVAG CV Link Support	\$ 10,000,000		\$ 10,000,000	\$ -	\$ 10,000,000
2015-866-BOD-4-28-15	The LGBT Center of PS - Desert Low-Cost Counseling Clinic - 3 yr	\$ 140,000		\$ 32,000	\$ 32,000	\$ -
2015-875-BOD-6-23-15	Desert AIDS Project - Sexually Transmitted Infection Clinic - 3 Yr	\$ 800,000		\$ 17,500	\$ 17,500	\$ -
2015-876-BOD-6-23-15	Arrowhead Neuroscience Fndtn-NeuroInterventional & NeuroCritical Care Fellowship 2 Yr	\$ 373,540		\$ 121,401	\$ 84,047	\$ 37,354
2016-886-BOD-9-22-15	B&G Club of Cathedral City - Main Club House Capital Improvements - 1 Yr	\$ 150,000		\$ 15,000	\$ (1,955)	\$ 16,955
	Unexpended funds of Grant #886 (\$15,000 10% Retention)				\$ -	\$ (15,000)
	Unexpended funds of Grant #886 (\$1,955 unused returned)				\$ -	\$ (1,955)
2016-887-BOD-9-22-15	CVEP - Mental Health College & Career Pathways Development Initiative - 2 Yr-ext 9/18	\$ 737,900		\$ 73,790	\$ 73,790	\$ -
2016-889-BOD-10-27-15	HARC - 2016 Community Health Monitor - 3 Yr	\$ 499,955		\$ 49,996	\$ 49,996	\$ -
2016-891-BOD-11-17-15	Jewish Family Services of the Desert - Mental Health Outpatient Treatment - 3 Yr	\$ 570,000		\$ 131,089	\$ 58,500	\$ 72,589
	Unexpended funds from Year 1 of Grant #891			\$ (75,792)		\$ (75,792)
2016-908-BOD-06-28-16	Angel View Support for the Outreach Stabilization Program - 2 Yr	\$ 144,600		\$ 14,460	\$ 12,411	\$ 2,049
	Unexpended funds of Grant #908			\$ (2,049)		\$ (2,049)
2016-920-BOD-10-25-16	LifeStream Blood Bank - Support Protate Cancer Treatment Program	\$ 60,000		\$ 6,000	\$ 6,000	\$ -
2016-927-BOD-12-20-16	SafeHouse of the Desert - "What's Up" Crisis Texting Application - 3 Yr	\$ 679,357		\$ 373,646	\$ 203,807	\$ 169,839
2017-929-BOD-05-23-17	Gilda's Club Desert Cities: HeLP - Healthy Living Program - 1 Yr	\$ 142,000		\$ 14,200	\$ 14,200	\$ -
2017-934-BOD-07-25-17	Well in the Desert - New Vans for Client Pickup & Deliveries	\$ 84,798		\$ 8,480	\$ 8,407	\$ 72
	Unexpended funds of Grant #934				\$ -	\$ (72)
2017-936-BOD-07-25-17	Hidden Harvest - Senior Markets & Healthy Fairs	\$ 95,000		\$ 9,500	\$ 9,500	\$ -
2017-938-BOD-07-25-17	Mizell Senior Center - A Matter of Balance Phase 2 - 2 Yr	\$ 400,300		\$ 220,165	\$ 180,135	\$ 40,030
2017-939-BOD-07-25-17	Loma Linda University - Dream Homes Initiative - 16 months	\$ 178,016		\$ 57,855	\$ 57,844	\$ 11
	Unexpended funds of Grant #939 (\$10.86 unused returned)				\$ 11	\$ (11)
2017-947-BOD-09-26-17	Coachella Valley Volunteers in Medicine - Primary Healthcare & Support Services - 1 Yr	\$ 121,500		\$ 12,150	\$ (4,590)	\$ 16,740
	Unexpended funds of Grant #947 (\$12,150 10% Retention)					\$ (12,150)
	Unexpended funds of Grant #947 (\$4,590 unused returned)					\$ (4,590)
2017-948-BOD-09-26-17	Pegasus Hippo Therapy - Equine Therapy for District Residents - 1 Yr	\$ 93,829		\$ 9,383	\$ 5,855	\$ 3,528
	Unexpended funds of Grant #948			\$ (3,528)		\$ (3,528)
2017-953-BOD-11-28-17	FIND Food Bank - Project Produce - 1 Yr	\$ 387,068		\$ 212,887	\$ 212,887	\$ -
2017-954-BOD-11-28-17	CVRM - Emergency Food, Shelter with Wrap Around Services for West CV Homeless 1Yr	\$ 100,000		\$ 55,000	\$ 55,000	\$ -
2017-955-BOD-11-28-17	Martha's Village & Kitchen - Health in Housing: Emergency Housing With Wrap Around 1Yr	\$ 186,150		\$ 102,383	\$ 102,383	\$ -
2018-960-BOD-02-27-18	Desert Cancer Foundation - Patient Assistance and Suzanne Jackson Breast Cancer	\$ 200,000		\$ 110,000	\$ 90,000	\$ 20,000
2018-962-BOD-03-27-18	EMC - CV Collaborative Program-Antibiotic Resistance Prevention Partnership(3yr w/ 1st yr full)	\$ 55,805		\$ 30,693	\$ 25,112	\$ 5,581
2018-967-BOD-05-22-18	The City of DHS-Public Safety Emergency Response Program - Purchase AEDs	\$ 30,000		\$ 30,000	\$ 27,000	\$ 3,000
2018-968-BOD-05-22-18	One Future Coachella Valley - Health Career Connection Summer Intern at DHCD/F	\$ 7,314		\$ 7,314	\$ 7,314	\$ -
2018-974-BOD-09-25-18	HARC - 2019 Coachella Valley Community Health Survey - 2 Yr		\$ 399,979	\$ 399,979	\$ 179,991	\$ 219,989
2018-980-BOD-10-23-18	Joslyn Wellness Senior Behavioral Health Services Program - 1 Yr		\$ 112,050	\$ 112,050	\$ 50,423	\$ 61,628
2018-981-BOD-10-23-18	Desert Arc Healthcare Program - 1 Yr		\$ 164,738	\$ 164,738	\$ 148,264	\$ 16,474
2018-976-BOD-10-23-18	Ready Set Swim - Desert Healthcare Foundation - 1 Yr		\$ 136,000	\$ 136,000	\$ 136,000	\$ -
2018-979-BOD-11-27-18	FIND Food Bank - Healthy Food First/Pathways Out of Hunger - 1 Yr		\$ 396,345	\$ 396,345	\$ 89,178	\$ 307,167
2019-985-BOD-03-26-19	Coachella Valley Volunteers in Medicine - Primary Healthcare & Support Services - 1 Yr		\$ 121,500	\$ 121,500	\$ 54,675	\$ 66,825
2019-986-BOD-05-28-19	Ronald McDonald House Charities - Temporary Housing & Family Support Services - 1 Yr		\$ 200,000	\$ 200,000	\$ -	\$ 200,000
2019-997-BOD-05-28-19	Martha's Village & Kitchen - Homeless Housing With Wrap Around Services - 1 Yr		\$ 200,896	\$ 200,896	\$ -	\$ 200,896
2019-989-BOD-05-28-19	Pegasus Riding Academy - Cover the Hard Costs of Pegasus Clients - 1 Yr		\$ 109,534	\$ 109,534	\$ -	\$ 109,534
2019-994-BOD-05-28-19	One Future Coachella Valley - Mental Health College & Career Pathway Development - 2 Yr		\$ 700,000	\$ 700,000	\$ -	\$ 700,000
2019-995-BOD-05-28-19	One Future Coachella Valley - HCC Summer Intern at DHCD/F & FIND Food Bank		\$ 14,628	\$ 14,628	\$ -	\$ 14,628
2019-1000-BOD-05-28-19	Voices for Children - Court Appointed Special Advocate Program - 1 Yr		\$ 24,000	\$ 24,000	\$ -	\$ 24,000
				\$ -	\$ -	\$ -
<b>TOTAL GRANTS</b>		<b>\$ 16,267,132</b>	<b>\$ 2,579,670</b>	<b>\$ 14,228,192</b>	<b>\$ 1,985,684</b>	<b>\$ 12,208,740</b>
Amts available/remaining for Grant/Programs - FY 2018-19:						
Amount budgeted 2018-2019			\$ 3,500,000		G/L Balance:	5/31/2019
Amount granted through June 30, 2019:			\$ (2,579,670)		2131	\$ 2,061,095
Mini Grants: 972; 973; 975; 983; 987			\$ (19,000)		2281	\$ 10,147,646
Net adj - Grants not used: 908; 947; 948; 886; 934			\$ 39,355		Total	\$ 12,208,741
Balance available for Grants/Programs			\$ 940,685		Difference - Rdg	\$ (0)



Date: June 11, 2019

To: Finance & Administration Committee

Subject: Las Palmas Medical Plaza Streetscape Design – Landscape Architect service agreement – Desert Modern Landscape Design

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**Staff Recommendation:** Consideration to approve the Las Palmas Medical Plaza landscape design service agreement with Desert Modern Landscape Design.

**Background:**

- At the March 26, 2019 Board of Directors meeting, the Board engaged the services of D.W. Johnston to upgrade the fire sprinkler system and infrastructure at the Las Palmas Medical Plaza
- The scope of D.W. Johnston's work involved removing the property's current streetscape to run underground piping, followed by bringing the streetscape back to existing condition.
- The landscape and irrigation system have not been upgraded in several years, with inefficient water conservancy irrigation and limited drought tolerant plant life.
- Upgraded landscape will also provide an increased aesthetic appeal to the property.
- Now would be the appropriate time to consider installing the appropriate landscape.
- The process will require a landscape design be completed by a landscape architect. Chris Mills, Architect, will obtain City of Palm Springs approval of the design, followed by requesting a cost estimate to complete the installation, which will be brought before the Committee at a later date.
- Desert Modern Landscape Design, recommended by Chris Mills, is the Landscape Architect who completed the landscape design for the Stergios Building.
- The landscape design proposal is included for your review.
- Staff recommends approval of the landscape architect design proposal of Desert Modern Landscape Design.

**Fiscal Impact:**

Landscape Architect –  
Streetscape only - NTE \$10,550  
Interior Landscape – NTE \$18,100  
Grand Total – NTE \$28,650

Landscape Installation – TBD following City of Palm Springs approval and cost estimate completed.

**Elena Adina Peterson**  
**71-755 San Geronio Road**  
**Rancho Mirage, California 92270**  
**Cell: (760) 567-1844**  
**e-mail:adinapeterson@yahoo.com**  
**www.desertmodernlandscape.com**

**LANDSCAPE ARCHITECTURAL  
SERVICES AUTHORIZATION FORM**  
**June 5th, 2019**

**Project Name:**       **Las Palmas Medical Plaza**  
                              **555 E. Tachevah Drive**  
                              **Palm Springs, CA 92262**

**Client:**               **Desert Healthcare District**

**Our firm has been requesting to perform design services in regards of The Las Palmas Medical Plaza on 555 E. Tachevah Drive in Palm Springs. These services are:**

**Scope of Services:**       **Section "A"**

**Fee:**                   **Section "B"**

**Requesting By:**       **Dave Johnston**

**Approved By:**

**Date:**

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**Authorized Signature**

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**Design Development**

Discuss Project Character with Client

Discuss Client Goals, Objectives and Uses

Review Existing Site Conditions, Site Analysis and Existing Plant Inventory List

Concept Streetscape Plan along Tachevah Dr.

Concept Streetscape Plan along N. Via Miraleste

Master Plant Palette Including Plant Options  
Review with Client

**Construction Documents:**

Streetscape Planting Plan along Tachevah Dr. including plant legend, size and quantities

Streetscape Planting Plan along N. Via Miraleste including plant legend, size and quantities

Irrigation Plan including water calculations as required to comply with the DWA Model Water Efficient Landscape Ordinance

Planting and Irrigation Details including Specifications per DWA requirements  
Submittals to the City of Palm Springs and DWA, including approvals

Optional Master LED Landscape Lighting Plan including Legend and Installation Specifications

Optional Bid coordination services and supervision with plant installation

**Elena Adina Peterson**  
**71-755 San Gorgonio Road, Rancho Mirage, California 92270**  
**Cell : (760) 567-1844**  
**e-mail:adinapeterson@yahoo.com**  
**www.desertmodernlandscape.com**

## Section "B"

### PROJECT FEE SCHEDULE

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#### **Design Development:**

Concept Streetscape Plan along Tachevah Dr. \$ 1800.00

Concept Streetscape Plan along N. Via Miraleste \$ 1000.00

**Total Design Development:** \$ 2800.00

#### **Construction Documents and Approvals:**

Streetscape Planting Plan along Tachevah Dr. \$ 1750.00

Streetscape Planting Plan along N. Via Miraleste \$ 1250.00

Streetscape Irrigation Plan \$ 3000.00

City and DWA Submittals including Approvals \$ 1750.00

**Total Design Development:** \$ 7750.00

**Total Fee:** **\$10550.00**

**Deposit: \$ 3165.00**

Optional Master LED Landscape Lighting Plan \$ 2500.00

Optional Bid coordination services and supervision with  
plant installation Max 20 hours \$ 1500.00

Optional Interior Courtyards Planting Plan \$ 3500.00

Optional Parking Lot Planting Plan \$ 3800.00

Optional Buffer Planting Plan \$ 2800.00

Optional Irrigation Plan for Interior Courtyards, Parking  
and Buffer Areas \$ 4000.00

Subtotal of Optional: \$18,100.00

**Grand Total: \$28,650.00**

The following are excluded from scope of services to be provided under the contract:

All engineering plans included but not limited to civil, grading, geotechnical, drainage, electrical, hydraulic  
and structural

will be provided as required by the client.

If this proposal meets your acceptance, Desert Modern Landscape Design requires a deposit of 30% upon  
start of work.

**Elena Adina Peterson**  
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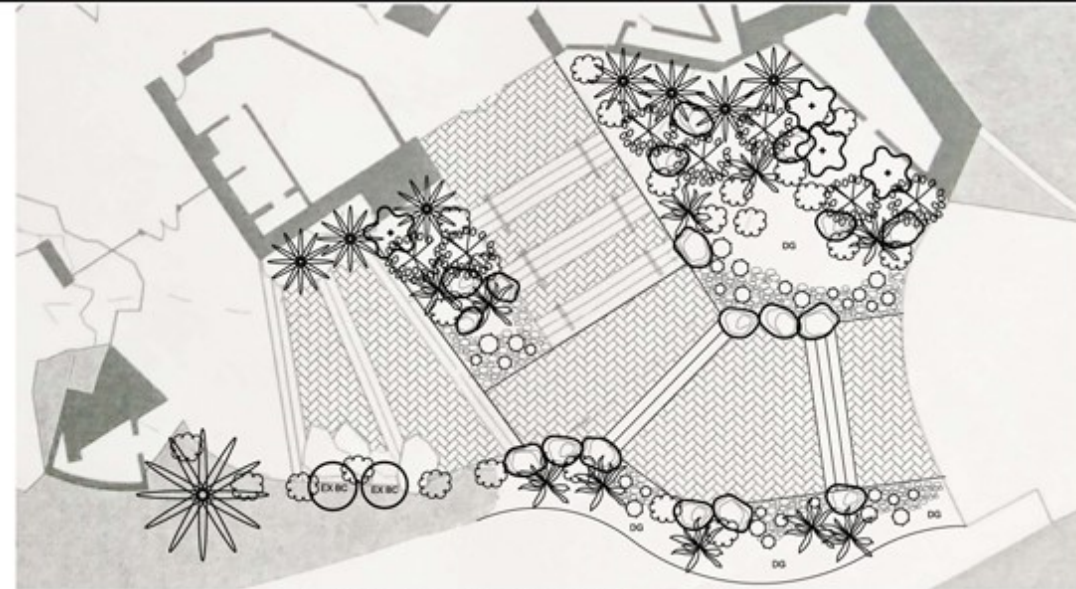




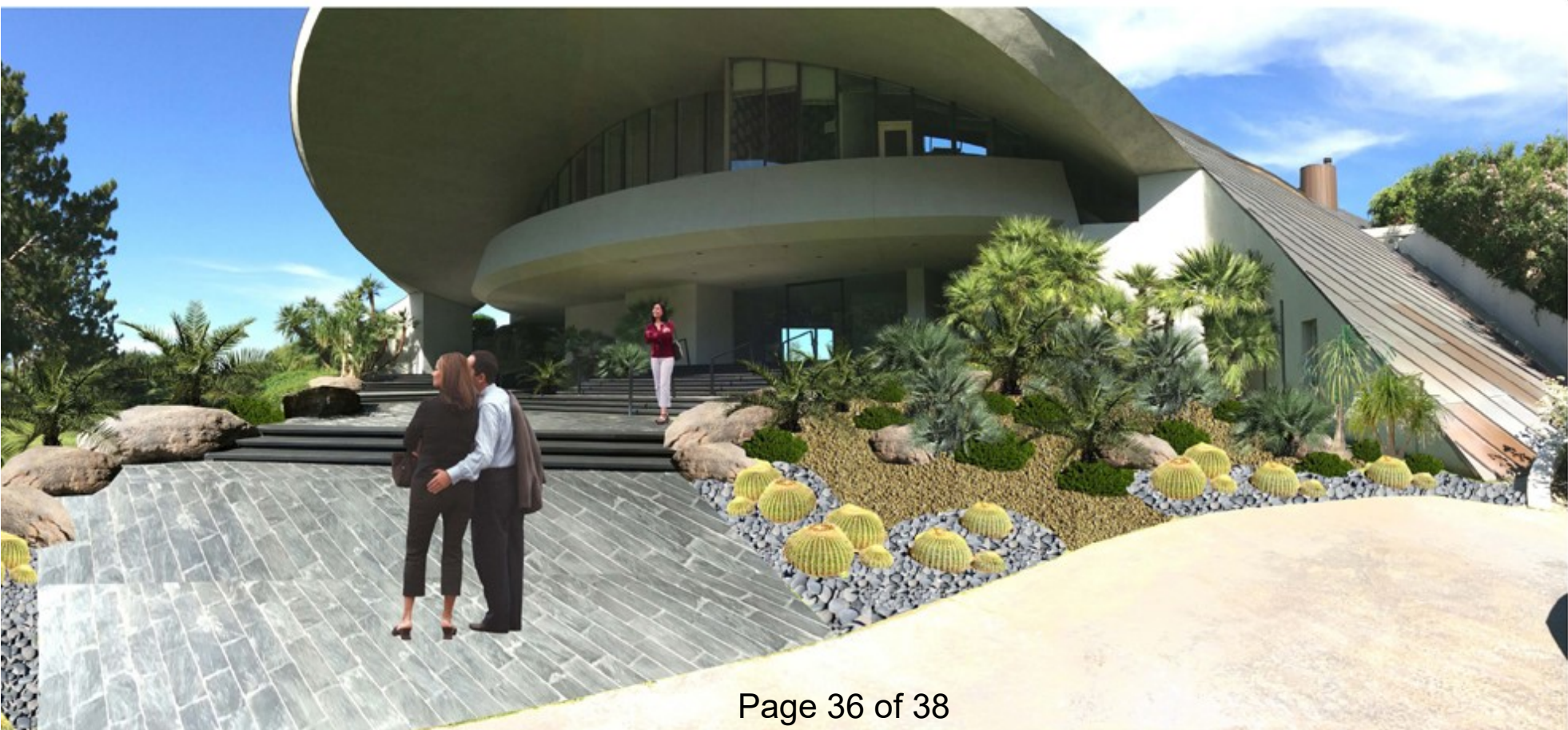




BEFORE



PLAN VIEW MAIN ENTRANCE



AFTER







